



The University of Kwazulu-Natal is committed to Employment Equity

EXECUTIVE MANAGEMENT VACANCY

RE-ADVERTISEMENT: INTERNAL ADVERT

REFERENCE NUMBER: EX02/2018

EXECUTIVE DIRECTOR: INSTITUTIONAL PLANNING AND GOVERNANCE

FIVE (5) YEAR FIXED TERM APPOINTMENT

The Executive Director: Institutional Planning and Governance is the University's Chief Governance Officer and provides a critical coordination function in strategic planning (institutional strategy, infrastructure and spatial planning) and steers the institutional corporate governance obligations (strategic risk management, IT governance and institutional planning).

The role calls for the provision of institutional governance oversight, strategic planning capabilities as well as general governance leadership, corporate risk assessment, oversight over IT governance, infrastructure planning, interpreting and organising information to advise, inform and assist with the accomplishments of institutional, enrolment plans and strategic objectives. This is a highly complex and demanding position requiring considerable drive, intellectual flexibility, strategic leadership and competence in governance matters, as well as a strong identification with the University's value system. The incumbent will also be a member of the Executive Management Committee as a leader of the Institutional Planning and Governance Division.

The position reports to the Vice-Chancellor

Minimum Requirements

- An Appropriate Master's Degree.
- Eight (8) years proven managerial and leadership experience, preferably within the higher education or research environment.
- Five (5) years Managerial and/or leadership experience at a strategic level, with demonstrated ability to manage a complex large Division/ Department/Unit with a diverse workforce and portfolio (not necessarily additional to aforementioned 8 years' experience).
- UKZN internal candidates who do not meet some of the minimum requirements (excluding qualifications) but have demonstrated performance at the required level are welcome to apply in line with the Integrated Talent Management Policy.

Other Requirements

- An in-depth knowledge, skills and experience in effective strategy.
- Implementation, institutional governance and physical planning oversight.
- Knowledge of the Higher Education Act and other related legislation.
- Knowledge of Strategic and Corporate Governance matters.
- Knowledge of King IV Requirements and Institutional Reporting.

Personal and Leadership Attributes required:

The successful candidate must be an individual with strong interpersonal capabilities; experienced institutional leader, who is able to foster interpersonal relationships across the University's multiple stakeholders. In particular s/he would be expected to:

- **Provide strategic direction**
- **Champion the delivery of greater results**

- **Manage stakeholders, internal and external**

- **Manage self and others**

- **Foster productive working relationships**

The closing date for applications is 1 November 2019.

General Information

Applicants are required to provide:

- a detailed motivation highlighting their experience in each of the requirements listed above
- a detailed CV, including full record of research, publications and teaching, if applicable
- An abridged CV (maximum 2 pages)
- the name, telephone, fax and e-mail address of three referees who are able to confirm the candidate's experience as listed in the motivation letter or CV
- Internal candidates who previously applied, may re-apply.

Applications for the post of Executive Director: Institutional Planning and Governance should be sent for the attention of Ms Nonjabulo Zondi, HR Manager, Human Resources, University of KwaZulu-Natal, Westville Campus, and Private Bag X 54001, Durban, 4000 or e-mail: ZondiN3@ukzn.ac.za

Please state the reference number in your subject line.

Detailed versions of the adverts may be accessed at <http://hr.ukzn.ac.za/Vacancies18953.aspx>

Please note:

- Job profile for this post is available upon request.
- Only short-listed candidates will be contacted.
- The University reserves the right not to make an appointment.